

**BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF January 6, 2026**

A regular meeting of the Public Works Committee was held on Tuesday, January 6, 2026 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:50 p.m. by Mr. Snyder, Chairman. Member's present were: Ed Seyler and Ms. Lisa Ladd-Kidder Also in attendance: Mr. Gabriel Khalife, Borough Manager; Mrs. Sharon Dalickas, Finance Director and assistant Borough Manager; Mr. Brian Bailey, Public Works Superintendent; Mr. Mr. James Schlegel, Mayor, Ms. Addison Schlegel and Mr. Dan Schlegel of Kutztown Scout Troop 101G and Mr. Eric Boyer.

APPROVAL OF MINUTES

Committee members reviewed the December 2, 2025 minutes.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Snyder to approve the December 2, 2025 minutes. The motion passed by unanimous vote.

ENGINEERING REVIEW

Mr. Bailey reviewed and discussed the 2026 storm and roadwork project, noting that he and Mr. Rogosky are scheduling an on-site inspection.

No action taken.

Mr. Bailey updated the committee on Keiter Alley LSA Storm Grant project noting that the on-site meeting with Mr. Struss and Christina Sheetz is tentatively scheduled for January.

No action taken.

Mr. Bailey informed the committee that an estimate is being worked up to add storm line upgrades to the proposed Main Street water main improvement project and that the numbers should be ready for the Water Wastewater Committee meeting.

No action taken.

PUBLIC COMMENTS

Ms. Schlegel asked the committee for permission to use the train station for her Eagle Scout Court of Honor on Sunday February 8, 2026 from 1:00pm through 5:00pm.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Ms. Schlegel using the train station on Sunday February 8, 2026 and to waive the rental fee for her Eagle Scout Court of Honor. The motion passed by unanimous vote.

OLD BUSINESS

No old business.

NEW BUSINESS

The committee reviewed and discussed the request of the Kutztown American Legion Baseball Association to replace the existing score board with a new one and donate the old score board to the softball field with help from the Borough work crews.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Kutztown American Legion Baseball Association to replace the existing score board with a new one and to coordinate the work with the Electric and Public Works crews. The motion passed by unanimous vote.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Kutztown American Legion Baseball Association to donate the old score board to the softball field and to coordinate the work with the Electric and Public Works Crews contingent on an estimate being provided for the materials needed to support the scoreboard. The motion passed by unanimous vote.

The committee reviewed and discussed the request of the Optimist Club to hold their annual Egg Hunt in the park using the tennis/pickleball courts brick pavilion and its bathrooms and the park area around there on Saturday April 4, 2026 at 11:00am rain or shine.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Optimist Club to hold their annual Egg Hunt in the park using the tennis/pickleball courts brick pavilion and its bathrooms and the surrounding park areas on Saturday April 4, 2026 at 11:00am rain or shine and to waive the associated fees. The motion passed by unanimous vote.

The committee reviewed and discussed the request of the Optimist Club to hold their annual Fools Run on Saturday March 28, 2026 from 8:30am till 12:00 noon.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Optimist Club to hold their annual Fools Run on Saturday March 28, 2026 from 8:30am till 12:00 noon and to waive the associated fees. The motion passed by unanimous vote.

Mr. Schmoyer reviewed the 2025 sales of the park and pool snack stands noting that the park has sales of \$34,800.00 and the pool has sales of \$42,595.00 and that the Borough has received checks from both entities for the Boroughs portion.

No action taken.

Mr. Schmoyer reviewed the proposed lease agreement with Conquer Your Court for the 2026 park tennis program.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve renewing the lease with Conquer Your Court for the 2026 park tennis program. The motion passed by unanimous vote.

OFF AGENDA

The committee reviewed and discussed the request of the Kutztown Optimist Club to hold their Trick or Treat Night on Main St from Constitution Boulevard through College Boulevard on Wednesday October 21, 2026 from 6:00pm through 8:00pm with a rain date of Wednesday October 28, 2026 6:00pm through 8:00pm.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Kutztown Optimist Club to hold their Trick or Treat Night on Main St on Wednesday October 21, 2026 from 6:00pm through 8:00pm with a rain date of Wednesday October 28, 2026 6:00pm through 8:00pm and to waive the associated fees. The motion passed by unanimous vote.

The committee reviewed and discussed the request of Kutztown Strong to hold their annual Kutztown Kruizz on Saturday July 25, 2026 from 10:00am through 3:00pm on West Main Street and to have the associated fees waived.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Kutztown Kruizz on Saturday July 25, 2026 from 10:00am through 3:00pm on West Main Street and to waive the associated fees. The committee asked that the Kutztown Strong have a backup plan of using East Main Street from Willow St to the park incase West Main Street is under construction at the time of their event. The motion passed by unanimous vote.

Mr. Schlegel informed the committee that the Kutztown Day Committee is asking to use the train station on the third Thursday of every month for their meetings.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Kutztown Day Committee to use the train station on the third Thursday of every month for their meetings and to waive the rental fee. The motion passed by unanimous vote.

Mr. Schlegel informed the committee that the Legion is asking to use the train station on the second Monday of every month for their meetings.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Legion to use the train station on the second Monday of every month for their meetings and to waive the rental fee. The motion passed by unanimous vote.

Mr. Schmoyer informed the committee that the Kutztown Day committee is asking for use of the park on Sunday August 2, 2026 from 8:00am until 11:00pm for Kutztown Day and to have the associated fees waived.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Kutztown Day in the park on Sunday August 2, 2026 and to waive the associated fees. The motion passed by unanimous vote.

ADJOURNMENT

There being no further business to discuss, a motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to adjourn the meeting. The motion carried and the meeting adjourned at 8:17p.m.

cc: Kevin Snyder, Committee Chairman, Council President
Ed Seyler, Committee Member
Lisa Ladd Kidder, Committee Member
Katharine Keegan, Councilwoman
Derek Mace, Councilman
George Kusterer, Councilman
Jim Schlegel, Mayor(hardcopy)
Joe Rogosky, P.E., Great Valley Consultants (email)
Brian Bailey, Public Works Superintendent
Gabriel Khalife, Borough Manager
John Schmoyer, Seasonal Recreation Director (hardcopy)
Steve Diehl, Electric Superintendent
Troy Smith, Water Plant Manager
Mike Miller, Wastewater Plant Manager
P. Mike Clery, Chief of Police
Dave Horvath, Director of IT
Gina Wiand, Borough Secretary/Public Relations, and Marketing Director
Sharon Dalickas, Finance Director and assistant Borough Manager
Community Development Office
Environmental Advisory Commission (email)
Planning Commission (email)